

STRATEGIC COMMISSIONING COMMITTEE

ABERDEEN, 8 December 2021. Minute of Meeting of the STRATEGIC COMMISSIONING COMMITTEE. Present:- Councillor Wheeler, Convener; Councillor Grant, Vice-Convener; and Councillors Allard, Copland, Laing, MacKenzie, Mason, McRae and Yuill.

The agenda and reports associated with this minute can be found [here](#).

Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.

DETERMINATION OF EXEMPT BUSINESS

1. The Convener proposed that the Committee consider item 12.1 (Workplans and Business Cases – Exempt Appendices) with the press and public excluded.

The Committee resolved:-

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting during consideration of item 12.1 on the agenda so as to avoid disclosure of exempt information of the class described in paragraph 8 of Schedule 7(A) of the Act.

DECLARATIONS OF INTEREST

2. There were no declarations of interest.

MINUTE OF PREVIOUS MEETING OF 6 OCTOBER 2021

3. The Committee had before it the minute of its previous meeting of 6 October 2021 for approval.

The Committee resolved:-

to approve the minute as a correct record.

COMMITTEE BUSINESS PLANNER

4. The Committee had before it the committee business planner as prepared by the Chief Officer – Governance.

The Committee resolved:-

to note the planner.

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BON ACCORD CARE ANNUAL REPORT - COM/21/311

5. With reference to article 6 of the minute of its meeting of 12 November 2020, the Committee had before it a report by the Director of Commissioning which presented the Bon Accord Care annual review report covering financial year 2020/21 in order to provide Committee with an overview of performance of service delivery.

Ms Pamela MacKenzie and Mr Neil Gault, Bon Accord Care, were in attendance and answered questions from Members.

The report recommended:-

that the Committee note the Bon Accord Care Business Plan Annual Report appended to the committee report for the Council's interests.

The Committee resolved:-

- (i) to request that if possible, Appendix 2 to the annual report be presented in a format that could be annotated for future years;
- (ii) to commend the management, staff and volunteers of Bon Accord Care for their tremendous efforts and work undertaken throughout the pandemic; and
- (iii) to otherwise note the report.

At this juncture, the Convener advised that he had a connection with the following item due to his role as a Director of Aberdeen Sports Village however he did not consider the connection amounted to an interest and therefore he would not withdraw from the meeting during consideration of the item.

ABERDEEN SPORTS VILLAGE ANNUAL REPORT - COM/21/236

6. With reference to article 6 of the minute of its meeting of 11 February 2021, the Committee had before it a report by the Director of Commissioning which presented the Aberdeen Sports Village (ASV) annual review report with an overview of performance of service delivery by ASV during the financial year 2020/2021 (1 August 2020 to 31 July 2021).

Mr Duncan Sinclair, ASV, was in attendance and answered questions from Members.

The report recommended:-

that the Committee note the Aberdeen Sports Village ALEO Annual Report appended to the report for the Council's interests.

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The Committee resolved:-

- (i) to commend the management and staff of Aberdeen Sports Village for their efforts and additional work undertaken throughout the pandemic including ensuring that opportunities were still available even when facilities had to close; and
- (ii) to otherwise note the report.

STRATEGIC COMMISSIONING COMMITTEE ANNUAL EFFECTIVENESS REPORT - COM/21/305

7. The Committee had before it the annual committee effectiveness report by the Director of Commissioning for consideration. The annual effectiveness reports had been introduced in 2018/19 following a recommendation from the Chartered Institute of Public Finance and Accountancy (CIPFA) as part of the Council's work towards securing that organisation's accreditation in governance excellence.

The report recommended:-

that the Committee –

- (a) provide comments and observations on the data contained within the annual report; and
- (b) note the annual report of the Strategic Commissioning Committee.

The Committee resolved:-

- (i) to thank officers for the work that had gone into the preparation of the report and the additional explanatory detail included; and
- (ii) to note the report.

COMMERCIAL AND PROCUREMENT PERFORMANCE REPORT - CUS/21/303

8. The Committee had before it a report by the Director of Customer Services which presented the status of key performance measures relating to the Commercial and Procurement cluster.

The report recommended:-

that Committee note the report and provide comments and observations on the performance information contained in the report appendix.

The Committee resolved:-

to note the report.

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CLUSTER RISK REGISTERS AND ASSURANCE MAPS - COM/21/306

9. The Committee had before it a report by the Director of Commissioning which presented the Cluster Risk Register and Assurance Map in accordance with Strategic Commissioning Committee Terms of Reference to provide assurance that risks were being managed effectively within the Commercial and Procurement Cluster.

Member asked a number of questions around the risks, particularly the EU exit risk, any supply chain issues, and the control actions that were in place, and were given assurances by the Head of Commercial and Procurement around the ongoing work on the control actions as well as the monthly performance reports provided by Scotland Excel which allowed for further monitoring of any risks.

The report recommended:-

that the Committee note the Cluster Risk Register and Assurance Map set out in Appendices A and B to the report.

The Committee resolved:-

to note the report.

WORKPLANS AND BUSINESS CASES - REVENUE - COM/21/307

10. The Committee had before it a report by the Director of Commissioning which (1) presented procurement workplans where revenue expenditure was included for the Commissioning, Customer and Operations functions to Committee for review; and (2) sought approval of each of the procurement business cases listed below, including the total estimated revenue expenditure for each proposed contract, as contained at item 12.1 of the agenda.

The list of procurement business cases was as follows:-

Business Case	Cluster
Production Partner business case	City Growth
Disabled Persons Housing Service	Early Intervention and Community Empowerment
Tenants Home Contents Insurance Scheme	Early Intervention and Community Empowerment
Boiler Mechanical Heating and Controls	Operations and Protective Services
Specialist Maintenance and Repairs	Operations and Protective Services

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Renewal of Waste Services Contract – Outline Business Case	Operations and Protective Services
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The report recommended:-

that the Committee –

- (a) review the workplans as detailed in the Appendices;
- (b) approve the procurement business cases, including the total estimated expenditure for the proposed contracts;
- (c) approve the outline business case for the renewal of the Waste Services Contract and note that a procurement business case on the preferred option would be brought before Committee in due course; and
- (d) note the content of Appendix 3 – Summary of 3.10 Memos (Contract Awards due to Urgency) and Appendix 4 – Summary of 4.1.3 Forms (Technical Exemption).

The Committee resolved:-

to approve the recommendations.

In accordance with the decision taken under article 1 above, the following item was considered with the press and public excluded.

WORKPLANS AND BUSINESS CASES - REVENUE - COM/21/307 - EXEMPT APPENDICES

11. The Committee had before it exempt appendices relating to the Workplans and Business Cases Revenue report on the agenda (article 10 of this minute refers).

The Committee resolved:-

to note the exempt appendices.

- **COUNCILLOR JOHN WHEELER, Convener**